



The Corporation of the Municipality of St.-Charles

MINUTES

Special Meeting of Council

**October 23, 2024, 6:00 p.m.
Council Chambers (Municipal Office)
2 King Street East
St.-Charles, Ontario P0M 2W0**

Members Present: Mayor: Paul Branconnier
Councillor: Julie Laframboise
Councillor: Monica Loftus
Councillor: Mathieu Pothier
Councillor: Joshua Lachance

Staff Present: Chief Administrative Officer: Denis Turcot
Clerk: Tammy Godden
Director of Finance / Treasurer: Pamela McCracken
Director of Operations: Michelle Clark

Guests: Karen Jones, Karen Jones Consulting Inc.
Public - Nil.

1. MEETING CALLED TO ORDER & ROLL CALL

1.1 Resolution to Open the Meeting

Resolution: 2024-386

Moved by: Councillor Laframboise

Seconded by: Councillor Pothier

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby opens the Special Meeting of Council at 6:00 p.m. on October 23, 2024.

CARRIED

1.2 Indigenous Land Acknowledgement

Mayor Branconnier delivered the prepared Indigenous Land Acknowledgement.

2. ADOPTION OF AGENDA

2.1 Resolution to Adopt the Agenda

Resolution: 2024-387

Moved by: Councillor Loftus

Seconded by: Councillor Lachance

BE IT RESOLVED THAT the agenda for the Special Meeting of Council held October 23, 2024 be adopted as presented.

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST

None declared.

4. PRESENTATIONS AND DELEGATIONS

4.1 Karen Jones Consulting Inc. - Strategic Plan (Process and Planning)

Ms. Karen Jones introduced herself to Council. Ms. Jones advised that she will walk through the presentation and the presentation will be provided following the meeting. Ms. Jones advised that the Strategic Plan is a widespread look at economic development, where we choose three (3) to five (5) priority areas, then two (2) or more goals within the priority areas, then develop an action plan for each goal.

Ms. Jones advised Council of the following timelines:

- Phase 1 - complete by November 30, 2024 - includes document review, best practice review, identify stakeholders (who we should talk to), summary report;
- Phase 2 - complete by January 31, 2025 - includes steering committee workshop, one (1) on one (1) interviews, develop survey, Town Hall meeting, summary report; and,
- Phase 3 - complete by March 28, 2025 - includes communications strategy, strategic plan, final report.

5. ANNOUNCEMENTS AND INQUIRIES BY MEMBERS OF THE GENERAL PUBLIC AND BY COUNCIL

Nil.

6. NOTICE OF MOTIONS

Nil.

7. STANDING COMMITTEE RECOMMENDATIONS / REPORTS - MOTIONS

7.1 PARKS & RECREATION SERVICES COMMITTEE

7.1.1 Report to Council - CSRIF Grant - Resolution Required

The Chief Administrative Officer presented the report as provided in the agenda package. Following discussion, Council supported the recommendation for the submission of an application for rehabilitation of the arena roof to the Community Sport and Recreation Infrastructure Fund and commit to the Municipality's contribution of \$120,000.00.

Resolution: 2024-388

Moved by: Councillor Laframboise

Seconded by: Councillor Loftus

WHEREAS the Province of Ontario has a current intake for the Community Sport and Recreation Infrastructure Fund (**CSRIF**), being a \$200 million capital funding program delivered by the Ministry of Sport (**the Ministry**) to revitalize existing community sport and recreation infrastructure and support the construction of new facilities across the province;

AND WHEREAS the CSRIF will be delivered over three (3) years (2024-25 to 2026-27) through two (2) streams:

- **Stream 1:** Repair and Rehabilitation;
- **Stream 2:** New Builds / Signature New Builds;

AND WHEREAS the St.-Charles arena roof has been identified for rehabilitation to extend the useful life of the arena;

AND WHEREAS Council deems the rehabilitation of the arena roof as a priority project to ensure that the residents of St.-Charles have ongoing access to a recreational facility;

BE IT THEREFORE RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles approves its share of the grant contribution of \$120,000.00 for the application to the CSRIF Grant for the rehabilitation of the arena roof.

CARRIED

8. ADDENDUM (If required and by Resolution)

8.1 Adoption of Addendum

Resolution: 2024-389

Moved by: Councillor Loftus

Seconded by: Councillor Lachance

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby approves the Addendum to the October 23, 2024 Special Meeting of Council.

CARRIED

8.2 Disclosure of Pecuniary Interest

None declared.

8.3 Addendum - Report to Council - Arena Compressor Breakdown

The Chief Administrative Officer presented the report as provided in this Addendum. The Chief Administrative Officer advised that any technical questions can be directed to the Director of Operations and financial questions can be director to the Treasurer. Following discussion, Council supported the recommendation to purchase a new compressor unit with an upset limit of \$35,000.00.

Resolution: 2024-390

Moved by: Councillor Lachance

Seconded by: Councillor Pothier

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles authorizes the purchase of a new compressor unit at an estimated cost of \$32,000.00 with an upset limit of \$35,000.00.

AND BE IT FURTHER RESOLVED THAT the cost of the new compressor unit be taken from the Asset Management Plan Reserve (currently the Public Works Reserve).

CARRIED

8.4 Adjournment of Addendum

Resolution: 2024-391

Moved by: Councillor Loftus

Seconded by: Councillor Laframboise

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby adjourns the Addendum and returns to the October 23, 2024 Special Meeting of Council.

CARRIED

9. CLOSED SESSION

Resolution: 2024-392

Moved by: Councillor Loftus

Seconded by: Councillor Lachance

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby opens a closed session at 7:32 p.m. to discuss:

- personal matters about an identifiable individual, including municipal or local board employees, as authorized under Section 239 (2) (b) of the *Municipal Act, 2001*, as amended;

Topic: CAO Performance Review for 2024

CARRIED

9.1 Disclosure of Pecuniary Interest

9.2 Resolution to Adopt the Minutes of Closed Session Meetings

9.3 CAO Performance Review for 2024

10. RECONVENE TO OPEN SESSION

10.1 Resolution to Reconvene to Open Session

Resolution: 2024-393

Moved by: Councillor Laframboise

Seconded by: Councillor Loftus

BE IT RESOLVED THAT having dealt with all matters pertaining to the closed session, we hereby reconvene to the Special Meeting of Council at 8:39 p.m.

CARRIED

10.2 Verbal Report from the Mayor Following Closed Session

Upon reconvening to the open session, the Mayor reported that the performance review of the Chief Administrative Officer was reviewed and evaluated.

11. ADJOURNMENT

11.1 Resolution to Adjourn the Meeting

Resolution: 2024-394

Moved by: Councillor Lachance

Seconded by: Councillor Loftus

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby adjourns the Special Meeting of Council at 8:40 p.m. on October 23, 2024.

CARRIED

Mayor

Clerk